

***** Applications MUST be emailed to the HRO email ng.ar.ararng.mbx.hro-jobs@mail.mil*****

**DEPARTMENTS OF THE ARMY AND AIR FORCE
ARKANSAS NATIONAL GUARD
HUMAN RESOURCES OFFICE, BLDG 7300
CAMP ROBINSON-HRO-BOX 17
NORTH LITTLE ROCK, AR 72199-9600
TELEPHONE: (501) 212-4229; DSN: 962-4229
<http://www.arguard.org/hro/indexhro.htm>**

AGR EMPLOYMENT OPPORTUNITY ANNOUNCEMENT NUMBER: 19-179A

OPENING DATE: 10 September 2019

CLOSING DATE: 07 October 2019

POSITION TITLE: Recruiter - Temp AGR (Indef - Continuation based on funding after 30 September 2022)

MILITARY GRADE REQUIREMENTS: Enlisted SrA/E-4, Not to Exceed TSgt/E-6

LOCATION: 188th Wing, Fort Smith, AR, Air National Guard

NOMINATING OFFICIAL: TSgt Chad Stenger

Individual selected will be ordered to full time duty (state) in Active Guard/Reserve status under Title 32 USC 502(f). Benefits will be commensurate with grade/rank and years of service.

AREA OF CONSIDERATION: All members of the Arkansas Air National Guard or those eligible for membership, and eligible for entry into the Air Force Specialty Code (AFSC). In Accordance With (IAW) Air National Guard Instruction (ANGI) 36-101.

QUALIFICATION REQUIREMENTS: Must possess or meet requirements for entry into AFSC 8RXXX (requires a minimum General aptitude score of 24). Applicant must meet Body Composition and Physical Fitness Standards as stated in Air Force Instruction (AFI) 36-2905. Prior to induction into AGR Program selectee must meet all required medical standards in AFI 48-123. **Note:** Individuals who exceed the maximum grade of this position (see Military Grade Requirement above) may apply; however, they will be required to accept an administrative reduction in grade prior to being placed into this position.

Must possess or be able to obtain a Secret security clearance.

PLACEMENT FACTORS: Selectee will be subject to uncommon tours of duty, rotational shift assignments and overtime duty. May be required to fly in military or commercial aircraft for Temporary Duty (TDY) purposes. Prior to induction into AGR Program, selectee must meet all required medical standards in AFI 44-170. Reserve Component Physical Health Assessment must medically qualify selectee within 12 months of closing date of announcement. Selectee will participate in unit of assignment during Unit Training Assemblies (UTAs) and Annual Training periods including deployments, special projects and exercises. Upon assignment, must be a member of the ANG HQ, and assigned to a compatible military position in AFSC 8RXXX. **If applicant selected does not possess the AFSC, they must sign an agreement to retrain IAW ANGI 36-101, Chapter 5.**

SUMMARY OF DUTIES. Responsible for interviewing, screening, testing and evaluating applicants from various sources to achieve recruiting goals. Assist the recruiting office in the planning and organizing of recruiting activities. Assist the Flight Chief in developing a unit recruiting operations plan to include goals and objectives, recruiting activities, advertising and financial planning. Makes oral and film presentations to high school and college classes to establish contact with prospects. Utilize the Air Force Recruiting Information Support System (AFRISS) to its full capabilities. Develop and maintain contacts with representatives of civilian organizations, high schools, active duty and reserve components.

Coordinate enlistment activities with appropriate personnel (such as Public Affairs, Visual Information, and Force Support Squadron personnel). Report unfavorable publicity, or conditions that might result in unfavorable public reaction, to the appropriate officials. Coordinate with responsible sections to ensure prospects are properly scheduled for ASVAB, physical examinations, and all enlistment actions. Maintains informational records to enable follow-up contacts with prospective enlistees. Coordinate formal presentations to public service organizations, and other organizations as requested. Conduct recruiting assistance for ANG personnel engaged in recruiting activities whom maybe in direct contact with the public and news media representatives (i.e., air shows, career fairs, presentations). Conduct Center of Influence (COI) events.

INSTRUCTIONS FOR ANG ACTIVE GUARD/RESERVE POSITIONS: **Applications must be emailed to HRO. The email address for HRO is: ng.ar.arang.mbx.hro-jobs@mail.mil. E-mailed applications must be submitted in one .pdf file, unless prior coordination has been made to submit the application in a different format.** Evaluation will be based on the qualification requirements stated in the announcement; therefore, it is important that every requirement on the announcement be addressed on NGB Form 34-1. To be considered qualified, applicant must meet qualification requirements as of the closing date of this announcement. Whenever possible, experience should be fully explained. “YES” answers in Part IV of NGB 34-1 (except item 9) must be explained. Substantial changes in duties and responsibilities during a job should be fully explained so that appropriate credit may be given. Required attachments to NGB Form 34-1 for this announcement are as follows:

1. **NGB 34-1** – Application for Active Guard/Reserve (AGR)
2. **Current AF Form 422 within 5 Years** – Physical Profile Serial Report (P1-U1-L1-H3-E2-S1)
3. **Current IMR reflecting PHA within 12 Months of closing date of announcement** - Individual Medical Readiness print out
4. **ANG Fitness Assessment Results** – score 80 or above of the last two fitness test and have no current fitness exemptions.
5. **RIP** – Report on Individual Personnel
6. **SF 181** – Race and National Origin Identification

THE ARKANSAS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER, AND AS SUCH ALL APPLICATIONS FOR THIS POSITION WILL RECEIVE CONSIDERATION WITHOUT DISCRIMINATION FOR ANY NON-MERIT FACTOR SUCH AS RACE, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, MARITAL STATUS, AGE, OR MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.

//SIGNED//
MSgt Jason Pierpoint
Human Resources NCO
AGR Section